

WEST FORK VILLAGE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

GENERAL MEETING MINUTES

February 23, 2023

Attendees:

Travis Ryan, Onsite Manager
Matthew Shewmon, President
Mike Montoya, Vice President (via telephone)
Dottie DeMark, Secretary
Sean Dolan, Treasurer
Mike Gantz, Voting Member

Also Present:

Amalia Johnson, #1102
Jan Massey, #1504
Anita McAllister, #610

Meeting start time: 6:10 pm

1. Open Discussion. Jan noted that there are a lot of dog droppings everywhere along the wall on the west side of the complex and suggested that the poop scooper guy spend time there. When snow melts, the divider between the rocks and the grass and the edging needs fixed. Amalia stated they have piled snow on the garage side of building 11 and they also took out the lawn under the snow shovel. She also discussed a person walking along Building 11 and all others at 10:30 pm leaving dog droppings there. Travis advised that area is common elements so we can't do anything about using that area. Matthew suggested that if she can catch them not picking up, she should try to record. Amalia did say something at the beginning, and he got very defensive and comes purposely now and stares at her ring doorbell.
2. Meeting Minutes for January 26, 2023 Board Meetings. Sean gave the correct spelling for Matt Thiemann. A **Motion to approve the General Meeting minutes with the spelling correction above and approve the Executive Meeting minutes as presented dated January 26, 2023 was made by Matthew, seconded by Sean, and the Motion was approved.**
3. Old Business.

a. Interest Rates for Bank Accounts. Board members reviewed the handouts provided by Travis detailing the bank information obtained by him and Jan. A discussion followed regarding which bank(s) would best suit the HOA's needs and the number of separate accounts that would be needed. Jan said we need more research on Capitol One. Allied is off the table because they don't do business accounts. Matthew stated that we need to attempt to get money moved into a CD, and it looks like the best rate out there is 5%. We need to check Bank of Colorado's CD rates and see if they have Jumbo CDs. Mike M left the meeting at 6:40 pm and asked the Board to send him an email if we need anything from him. A **Motion to create an ad hoc banking committee comprised of Sean and Jan for the purpose of researching and shopping around at banks to find the best rates for the HOA money and present their recommendations to the Board was made by Sean, seconded by Matthew, and the Motion was approved.** Jan questioned if we need the insurance money in a separate account since at this point it is all association money. Travis and Matthew both agreed it was okay to put the insurance money into the operations account. We will need 3 accounts: checking, savings, and reserves.

4. New Business.

- a. Painting the Pool Room. A pipe broke in pool room area. It's fixed but the area needs drywall and paint. There is \$8,119 budgeted for painting in 2023's budget. The bids were discussed. The drywall work was done by Nathan for about \$200-300 and is not in Chris' bid. There is \$1,600 in 2023's budget for pool repairs. A **Motion to hire Davis Painting LLC to paint the pool room walls for \$2,250 was made by Matthew, seconded by Sean, and the Motion was approved.**
- b. Painting the Hand Rails. A **Motion to hire Davis Painting, LLC to paint the hand rails on 4 buildings for \$5,200 was made by Sean, seconded by Matthew, and the Motion was approved.**
- c. Hot Water Heater Estimate and Heater Evaluations. The Board reviewed the estimates provided by Travis. Travis feels he might be able to get a better price with a Linda Barber connection. A discussion followed about the possibility of an on-demand hot water heater in the clubhouse and it was decided against it. Travis advised that the clubhouse heater evaluation was done by Air Xtreme who advised that we have one of the better units here and it's in good shape. Travis will get a quote for a 30-gallon tank from Air Xtreme. A **Motion to hire Air Xtreme to replace the hot water heater in the clubhouse and to consider a 30-gallon tank but if that's not feasible, then replace it with a 40-gallon tank, was made by Matthew, seconded by Sean, and the Motion was approved.**
- d. Tree Trimming and Removal Estimates. The Board reviewed and discussed the 3 estimates Travis provided for tree trimming and removal. Mike G said he uses Menjivar exclusively and they're very good; he never had an issue with them. A **Motion to hire Newell to remove 4 ash trees and stump grinding, hire Menjivar to trim the Russian Olive trees back from the west side fence and to total trim 26 honey locust trees, and to get more bids for the ash replacements was made by Sean, seconded by Matthew, and the Motion was approved.**
- e. Ice Damming Mitigation. The Board reviewed and discussed the 3 bids Travis provided that could be used for emergency only, in case we need to use someone

instead of Travis and Chris doing it. Travis advised the Board that Slaughter Roofing has a machine to remove damming that doesn't create a lot of water, goes quick, uses heat and no one else in Colorado has one. The Board read the bids received. They would be called out only if the ice damming has created a leak in a unit. Travis will ask for a reference on Slaughter. The Board agreed to use Slaughter if needed this year.

5. Reports

- a. Transactions by vendors. EFTPS are the payroll taxes. The domains have been merged, and we are charged once a month. Pinnacle Assurance is paid twice a year.
- b. P&L and Balance Sheet. P&L-no questions. Balance Sheet-Jan questioned why insurance proceeds are still there and security deposits from garages. Amalia asked if Anita thinks we need to get the books audited and Anita said, "No, the balance sheet just needs to get fixed. The other accounts are okay." Anita gave the following information to the Board regarding the work she has done so far on the Balance Sheet: 1. She has already adjusted some of the numbers back to 2013. The numbers have been accumulating since then. 2. Item 2102, Insurance Proceeds Payable, She thinks this is the insurance company's overage payment; we may owe taxes on it. 3. Item 2107-we don't take deposits on the garages; she needs to talk to the CPA about this one. 4. Item 25550-Sales Tax Payable-When we switched to Quickbooks in 2014, the customer accounts for the units were set up incorrectly; they defaulted to zero; it was a mess. We need to change each unit to non-taxable and Travis is working on it. Anita will get with Travis to schedule a meeting with the CPA to answer her questions on journal entries before the next Board meeting.
- c. 2023 Projects.
 - (1) Asphalt. The Board reviewed the status of the 4 bids Travis is pursuing. Year 1 is designated as 2023, year 2 is 2024, etc.
 - (2) Trees and Shrubs. This issue was discussed earlier in the meeting.
 - (3) Pool Cover Repair and Replace. Travis advised that this has already been paid for but he is not aware of when they will do the work.
 - (4) Concrete Walkways through Mudjack the Pool Deck. The Board reviewed the status of each of these items with Travis.

Whereupon, the Board went into Executive Session at 7:48 pm. The minutes for the Executive Meeting are recorded elsewhere. The Board returned from the Executive Meeting at 8:09 pm.

A Motion to Adjourn the general meeting and executive session was made by Sean, seconded by Dottie, and the Motion passed. The meeting was adjourned at 8:09 pm.

Respectfully submitted,

Dottie DeMark, Secretary